

HURST GREEN PARISH COUNCIL

Minutes of the meeting held in Hurst Green Village Hall on Tuesday 28th March 2017 starting at 8:00pm.

Present: - Councillor Browne (Chair), Councillor Duddridge, Councillor Harrison, Councillor Janes, Councillor Johnson, Councillor Peacock, Councillor Wright and District Councillor Prochak.

The Clerk and the RFO, David Hilbourne, were in attendance along with six members of the public.

1.0 Apologies for Absence: - Councillor Cruse, Councillor Funnell and County Councillor Barnes.

Councillor Browne thanked Councillor Janes for taking the Chair at the last meeting.

2.0 Minutes of the last meeting:-

To sign as a correct record the minutes of the meeting held on the 28th February 2017.

Minutes proposed by Councillor Duddridge and seconded by Councillor Wright.

3.0 DECLARATION OF INTERESTS, *in accordance with the Members' Code of Conduct: to receive any disclosure by Members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct.*

No interests declared.

4.0 Community Activities and reports:-

Councillor Janes reported that the Community Shop and Café was proposing to hold an event on the 'Jo Cox Memorial day' on the 17th June with a picnic get together with people from the local community.

4.1 Breakfast Club, progress report (Cllr. Johnson)

Councillor Johnson handed out details of the Breakfast Club agreed with the Community Shop.

The Acorn or Veggie Breakfast would be provided at a cost of £5.00 per head with up to 20 people at a session to be held once a month on a Tuesday. Councillor Johnson has found someone who has agreed to run it. Councillor Harrison suggested that it needs to be run as a membership club with a subscription of £5.00 per year and then the members can book up their visits in advance. More advertising needs to be done to alert eligible residents to the new club.

The Chair put a motion to the Council to support this venture which was unanimously carried.

4.2 Neighbourhood Plan, progress report

The Clerk has received an email from David Marlow, Planning Policy Manager at Rother District Council expressing concern that the Council wishes to proceed with a Neighbourhood plan as he feels that it is better for the parish to work in partnership, under the umbrella of RDC's proposed DASA.

The Council unanimously agreed to continue with the Neighbourhood plan with the whole of the parish to be included within the scope of the plan. The Clerk will write to Rother to notify them of this intent.

Richard Eastham of FERIA has now provided dates for the first meeting and the Council selected Thursday the 18th May provided the hall was available to hire. Clerk to check.

Councillor Funnell is unable to attend day time meetings therefore Councillor Janes agreed to take the Chair of the steering group with Councillor Wright as Vice-Chair. More people to be sourced to come onto the Steering Group and interested parties to be contacted re proposed meeting date.

4.3 Nominations for this year's Community Excellence award

Nominations were taken for this and a local resident was unanimously selected for this award to be handed out at the Annual Parish Assembly.

5.0 Planning: -

Councillor Janes asked Councillor Prochak if there was any news on the Foundry Close housing application. Councillor Prochak reported that Rother has had several meetings with the developers (Millwood) and has told them that there needs to be changes to the application as it would not be passed in its current form.

Millwood has not altered its application so the plans will be turned down at the current time.

5.1 RDC Planning decisions

RR/2017/328/L - Merriments Barn, Merriments Farm, Merriments Lane, TN19 7RQ. Removal of existing roof tiles and weather boarding to facilitate the works previously approved under Listed Building consent

RR/2016/242/L. **Granted.**

RR/2017/319/P - 2 Marl pits Cottages, Merriments Lane, Hurst Green TN19 7RE. Proposed side extension. **Granted.**

RR/2017/190/P - 7 Great Oaks, Hurst Green TN19 7QF. Erect a conservatory to side. **Granted.**

RR/2017/146/P - 1 Marl pits Cottages, Merriments Lane, Hurst Green TN19 7RE. Erect front porch and dormer window together with alterations to the front and side fenestration and erection of a fence and gate. **Granted.**

5.2 Current Applications

RR/2017/526/P - 24 Station Road - Land at, Hurst Green TN19 7PL. Outline: Erection of detached chalet bungalow. **Not supported.**

RR/2017/310/P - 2 Silverbank, Silverhill, Hurst Green TN19 7QB. To create a hardstanding for one car to front of existing driveway 4 meters by 2.5 meters. Previously grassed area used for parking. **Supported (majority decision).**

5.3 Enforcement appeal response for Hayes Mill Oast

The Council unanimously reinforced its objection to the appeal and all its previously objections to the applications still apply. Clerk to notify.

6.0 Finance/RFO's Report:-

The Financial report was given by the Responsible Financial Officer, David Hilbourne.

6.1 Current financial position

Balance of accounts

Community Account (6752)	£5,146.52	as at 24 th March 2017
Community Savings (6779)	£3,997.98	as at 24 th March 2017
Renewals A/C (6760)	£10,074.79	as at 24 th March 2017

These figures are the position as at the latest statements received as shown. They do not include monies received or paid away subsequently.

Direct Debit payments

None.

Payments received

None.

6.2 Motion to approve invoices.

Proposed by Councillor Peacock and seconded by Councillor Duddridge. Unanimously approved.

6.3 Approval and issue of Cheques

Urgent cheques drawn and paid away

Copies of invoices re items below previously circulated via email to all Councillors.

None.

Cheques to be authorised for this meeting

Copies of invoices re items below previously circulated via email to all Councillors.

Cheque No. 100754 - J Ellis, Clerk's Salary (March).	£437.66
Cheque No. 100755 - D Hilbourne, RFOs salary (March).	£129.32
Cheque No. 100756 - East Sussex Pension Scheme, re Clerk (March).	£153.93
Cheque No. 100757 - HMRC, remit PAYE collected.	£424.00
Cheque No. 100758 - Pet Waste Solutions, clearance of dog bin (3) waste for March.	£84.50
Cheque No. 100759 - HG Village Hall, Village Hall hire for meetings	£360.00
Cheque No. 100760 - R Giles, install, park benches.	£640.00
Cheque No. 100761 - SLCC, book purchase (Arnold Baker LC Admin)	£76.60
Cheque No. 100762 - Ernest Doe, padlock for Stage Field bunker.	£20.98
Cheque No. 100763 - ESCC, nominal for payment of street lighting maintenance & electricity*	£680.00

A resolution for approval is sought for present issue of Cheques.

Cheques proposed by Councillor Peacock and seconded by Councillor Duddridge.

**cheque no. 100763 is drawn to pay for street lighting year end march 2017 however ESCC have not yet invoiced us and will not be doing so until after the end of the financial year. Drawing the cheque as a nominal payment ensures our estimated costs are allocated to the correct financial year.*

6.4 Form for grant requests to the Parish Council and approval for HGPC website

Councillors discussed the form produced and emailed to Councillors prior to the meeting.

Councillor Harrison suggested that there should be an area at the end of the form for Parish Council use only to note relevant and on-going details as necessary.

Clerk suggested amending the wording of terms and conditions No.10 to, *All grants may be conditional upon submission of audited accounts and supporting documentation detailing costs of capital expenditure, project or events for which the funding is being sought on request of the Parish Council.*

With the above changes all thought this was an excellent document and thanked the RFO for his work on this item.

6.5 Form for Parish Council Tenders (on agenda as 6.6 in error)

The Clerk had circulated this document by email to Councillors prior to the meeting as there was some concern by the Clerk that all details required by the Transparency Code may not be met by our current system.

The RFO suggested that the word *Tender* should be replaced by *Procurement* as this better reflected current practise. Clerk will amend and use this document for future procurements and tenders.

6.6 Request from Sussex Air Ambulance for a Grant of £250 (on agenda as 6.7 in error)

Councillors discussed at length and felt that although a worthy cause the request should have been submitted before our precept meeting and then it could have been budgeted for as per our requirements for grants and donations. **Clerk to notify Sussex Air Ambulance to re-submit their request in October.**

7.0 **Playing & Stage Fields**

7.1 Lodge field playground inspection for 2017

Clerk has obtained details of costs for our Annual Play Equipment inspection from ROSPA which if carried out in their normal Sussex area inspection period of June will be £66.50 + VAT for up to five items and £3.50 for each additional item. **Councillors unanimously agreed to get ROSPA to do this year's inspection.**

Councillor Harrison asked to be notified of inspection date so that he could observe.

7.2 Lodge Field, quotes for replacement fencing

Clerk has rec'd two quotes for this work although six companies had been asked. Two unable to do the work until later in the year and the other 2 failed to provide a quote for the meeting.

Very similar prices with Will Smith quoting £1,526.68 and Delta Fencing, £1,600 to replace fence and use new mesh. **Councillors unanimously agreed to accept Will Smith's quote**

7.3 Replacement or repair of Lodge Field damaged play equipment.

The Rope Walk Footbridge has eroded metal fitting which has resulted in the footbridge being unsecured with one corner sloping down to the ground. Councillors Browne and Duddridge have cordoned off this piece of play equipment to make safe. Councillor Janes has found that a replacement footbridge can be brought for either £350 or £450 (depending on date of manufacture) from Playdale. As the rest of the piece of equipment is structurally sound **Councillors unanimously agreed to go ahead and get the equipment repaired rather than replaced.**

7.4 Plans for new entrance to Stage Field (Cllr. Funnell)

In Councillor Funnell's absence Councillor Janes explained that at the last meeting concern had been raised about the cost of this development and that Councillors wished to view the plans to see if the costs could be reduced. Councillor Browne explained that he had been on site with a Rother planning officer and that he had advised after extensive inspection that the new entrance could only go in one place and that other alternatives would not get planning permission.

Councillor Browne explained that a lot of the funding should be available from a WARR partnership grant. An initial quote was needed to go forward with this but cheaper quotes could be looked for at a later date. Councillor Browne brought the plans to the meeting and has emailed the Clerk with the quote details so that a grant can be applied for. Normally the WARR partnership will fund 50% of the work but could pay up to 80%.

8.0 **Footpaths, Transport & Roads**

Councillors noted new potholes on the A21 at the junction of the A265, Station Road. Clerk to report.

With the permission of the Chair, Claire Barrett updated the Council as to the current position regarding footpath 23 reading out a letter from Alan Fisher. The Action Group consider the current path through Jesses to be a maze with no signage and difficult to navigate if walkers are new to the path. Claire Barrett asked if the Parish Council would take up the offer from the Ramblers Association of free legal advice. **Councillors agreed for free legal guidance.**

8.1 Parking (Cllr. Browne)

Councillor Browne produced a map from ESCC of the parish with a request for Councillors to mark on it areas where they considered parking to be an issue. ESCC are working in partnership with Rother on this issue. The map was duly marked up.

9.00 **Notices and Correspondence:-**

Correspondence previously circulated via email.

9.1 Urgent issues requiring attention

None.

10.00 **Items for the next agenda:-**

Neighbourhood Plan

Items to be emailed to Clerk as necessary.

11.0 **Date and time of next Meeting:-**

The next meeting is on Tuesday 25th April 2017 in Hurst Green Village Hall starting at 8.00pm with public consultation from 7.30pm.

Councillors reminded that the Annual Parish Assembly will be on Friday 5th May starting at 7.30pm.

Councillor Wright will organize.

The Chairman declared the meeting closed at 9.55pm.

Distribution of Minutes: -
All Parish councillors.

Signed

Parish Council Noticeboard.

ESCC Councillor J. Barnes.

Chairman

RDC Councillor S. Prochak.

Dated